

**UNITED STATES SECURITIES AND EXCHANGE COMMISSION  
ATTORNEY  
VACANCY ANNOUNCEMENT**

**Announcement Number: 04-247-DW  
Opening Date: 09/17/04  
Closing Date: 10/08/04**

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**POSITION TITLE, PAY PLAN, SERIES, GRADE, & SALARY**

Trial Attorney (SI), SK-905-16; \$128,405 - \$164,511  
This is a bargaining unit position

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**FULL PERFORMANCE LEVEL**

SK-905-16

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**NUMBER OF VACANCIES**

One

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**WORK SCHEDULE**

Full Time

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**AREA OF CONSIDERATION (U.S. Citizenship Required)**

Nationwide

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**ORGANIZATION AND DUTY STATION**

Midwest Regional Office  
Chicago, IL

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**FOR ADDITIONAL VACANCIES THAT MAY BE AVAILABLE VISIT: [www.sec.gov/jobs.shtml](http://www.sec.gov/jobs.shtml)**

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**SUMMARY OF DUTIES:** Incumbent serves as Senior Trial Attorney, primarily responsible for taking lead in trial of complex securities cases. In the course of these duties, incumbent may train, plan, organize, and direct a team including several other professional employees. When approved by the Commission, applies to the courts for enforcement of subpoenas. Leads, supervises and is responsible all pre-trial, trial and post-trial matters including civil discovery. Incumbent will assist the Office of General Counsel in appellate matters involving trial-level litigation originating in the Midwest Regional Office. Investigates, prepares for and conducts trials of the most difficult and complex securities law cases which may result in establishing new enforcement concepts, innovative trial techniques and major legal precedents. Reviews and writes legal briefs and letters concerning the most complex, difficult or novel matters.

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**QUALIFICATIONS REQUIRED:** (All candidates must meet minimum requirements as summarized below).

Candidates must have at least 52 weeks at the GS-14 or SK-14/SK-15 grade level in the federal service; or gained at least four years as a practicing attorney in the private sector demonstrating a high degree of competence. Please indicate on your application the length of time at the next lower grade level. Candidates must have an expert knowledge of the practices and techniques of the securities business gained through legal work experience with Federal securities statutes and must possess a general understanding of other Federal laws, rules and regulations for self-regulatory bodies. Candidates must have legal, decision-making or policy development experience; and work experience that demonstrates the ability to administer and manage complex litigation. Candidates must be an active member of the bar and received a J.D. degree from an accredited law school. Please indicate on your application your bar membership and your J.D. degree.

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**QUALITY RANKING FACTORS:** Candidates who meet the qualification requirements will be evaluated against the following Quality Ranking Factors to determine the best qualified.

1. Ability to try complex securities cases, including ability to make persuasive oral and written arguments and evidentiary presentations.
2. Ability to maintain the office's credibility and reputation for integrity with both the courts and private bar.
3. Ability to analyze complex, legal and financial issues and statutory provisions.
4. Ability to work effectively with professional and support staff.
5. Knowledge of federal securities laws, the Federal Rules of Evidence and Civil Procedure and internal Commission practices.

See next page for additional information

## HOW TO APPLY

Candidates **MUST** submit: A résumé; the Optional Application for Federal Employment; or any other written format of your choice which clearly identifies; 1) The announcement number, title and grade of the job for which you are applying; 2) Bar Membership; and 3) Information required in the OPM pamphlet "Applying for a Federal Job". Please be sure to include your current position title, series, grade and date of last within grade increase or promotion. You should also include the following, if applicable:

1. A résumé, the Optional Application for Federal Employment; or any other written format of your choice which clearly identifies: the announcement number, title, and grade of the job for which you are applying and relevant work experience.
2. A separate sheet that clearly addresses the specific Quality Ranking Factors.
3. Your most recent performance appraisal if you are a current SEC or Federal employee.
4. Copy of SF-50, Notification of Personnel Action, to verify Federal civil service status and your grade and step.
5. Personal Information Sheet (optional)

**IF YOU DO NOT PROVIDE ALL THE INFORMATION REQUESTED, YOU MAY LOSE CONSIDERATION FOR THIS POSITION.** None of these forms will be subsequently lent or returned to applicants.

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## FILING APPLICATIONS

Applications should be postmarked and mailed to U.S. Securities and Exchange Commission, Office of Human Resources, 6432 General Green Way, Alexandria, VA 22312, no later than the vacancy announcement closing date. Hand delivered applications from within headquarters must be personally accepted and date stamped in OHR, Mini Personnel Office, Room 1120, Mail Stop 1-3 on or before the vacancy announcement closing date.

Applications received in postage-paid Government envelopes will not be considered and are a violation of Federal law and regulation. In accordance with agency policy, SEC will only accept FAX applications if there is evidence that they were not sent from Federal Government FAX machines. Applicants are reminded of legal prohibition against the use of Government envelopes or other property for other than officially approved activities. These prohibitions are contained in 5 U.S.C. 735.205, 39 U.S.C. and 18 U.S.C.

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## WHERE TO APPLY

U.S. Securities and Exchange Commission  
6432 General Green Way  
OHRAS, Stop O-1  
Alexandria, VA 22312  
Attn: Allison Myers-Hourcle  
Fax: (703) 914-0556

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## ADDITIONAL INFORMATION

Candidates must meet all eligibility requirements by the closing date of the vacancy announcement.

**SEC Supervisors at the SK-15 grade level will not receive a 6% increase in salary upon movement to the SK-16 grade level.**

Moving expenses\_\_\_ will X will not be paid.

**EQUAL EMPLOYMENT OPPORTUNITY:** All candidates will be considered without regard to any non-merit reason such as race, color, sex, age, religion, sexual orientation, national origin, or disability status.

SEC provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency's Disabilities Coordinator, OHR. The decision on granting reasonable accommodations will be on a case-by-case basis.

**Security Clearance:** The individual selected may be subject to a security investigation. Favorable results on a Background Investigation may be a condition of employment or selection to another position.